

Full-Time Wyoming Air National Guard Vacancy (Concurrent AGR & Technician Announcement)

AIR GUARD AREA 1 -- INSERVICE TECHNICIAN VACANCY ANNOUNCEMENT
AND INSERVICE AGR (Category 2) VACANCY ANNOUNCEMENT

This position is open to all current full-time employees of the Wyoming Air National Guard

Please review the Area of Consideration and the Instructions for Applying sections prior to submitting an application package.

20 May 2009

ANNOUNCEMENT #: 09-134

CLOSING DATE: 09 Jun 2009

POSITION TITLE, SERIES AND GRADE: Production Controller Aircraft GS-1152-09

SALARY RANGE: \$46,625.00 - \$60,642.00 per year

LOCATION OF POSITION: 153 MXS, Cheyenne, Wyoming

APPOINTMENT FACTORS: Excepted Service *Enlisted* - the incumbent of this position is required to be a military member of the Wyoming Air National Guard.

MILITARY GRADE REQUIREMENTS AND COMPATIBILITY CRITERIA: After selection must possess or be eligible for assignment to Air Force Specialty Code (AFSC) 2A5X1. Maximum military grade authorized and available is E-7.

POSITION SENSITIVITY: 2 – Non-Critical Sensitive (NCS)

AREA OF CONSIDERATION: This vacancy is open to presently employed permanent military technicians, indefinite military technicians, and AGR members with technician reemployment rights to the Wyoming Air National Guard.

QUALIFICATION REQUIREMENTS: *GENERAL* - Must have experience, education, or training which indicates the candidate can reason in quantitative terms, can express themselves orally and in writing, and understands the terminology and data pertaining to the repair operations and processes characteristic of the production activity.

SPECIALIZED - Must have 18 months of specialized experience which has included:

- (1) Experience as a supervisor, or contacts that required an interchange of information resulting in a specific required action to be completed;
- (2) Experience where candidate scheduled workflow in more than one area and was responsible for coordinating products of materials from support activities;
- (3) Experience in performing or supervising journeyman level work in a shop located within the production facility;
- (4) Experience where applicant exercised immediate control tasks such as preparing job or work orders, scheduling various phases of projects into the shops, following up to see if work is progressing as planned, arranging for adjustments in materials, machine processes and work sequencing to allow for unanticipated changes

SUBSTITUTION – Two full academic years of graduate education in production management, industrial management, or any other branch of engineering or other closely related specialization may be substituted for the specialized experience. Appropriate education and training other than graduate education such as manpower development programs, military training programs or formal apprenticeship programs will be granted credit on a month-for-month basis. Transcripts or certificates of completion must be provided in order to receive the substitution credit for specialized experience.

ALTERNATE MILITARY QUALIFICATION PROCESS: Individuals who hold at least a 7-level in AFSC 2RXXX, 2AXXX or 2WXXX will be automatically qualified for this position. It is the applicant's responsibility to provide proof (i.e. RIP, AF 2096) in their application that they hold this AFSC if they would like to be found qualified under this alternate qualification process. Applicants, who do not hold this AFSC, must meet the technician qualification requirements listed above in order to be considered for this position.

DUTIES AND RESPONSIBILITIES: This position is located in the Maintenance Operations Center of the Maintenance Operations Flight. The purpose of this position is to provide planning, scheduling and control of aircraft maintenance shops. Implements preliminary (advance) maintenance plans for assigned aircraft and schedules immediate maintenance for transient aircraft. Designates, maintains and monitors current maintenance repair priorities of aircraft to ensure actuality and compliance with flying schedules.

Maintains visual aids depicting status of maintenance actions in progress, specialist availability and status of aerospace vehicles, aerospace ground equipment (AGE), training equipment, transportation and tow vehicles, etc. Coordinates with Materiel Control on mission capable (MICAP) and non-mission capable status (NMCS) of parts, adjustment, in-shop work priorities, and verification of urgency of need designators. Coordinates with Quality Assurance on functional check flight (FCF) requirements, Air Operations on flying schedule, other maintenance shops for coordination of repair work and with other functional areas as required. Requests necessary support services such as fire fighting activity standby, fuel and defuel and civil engineer support. Controls the maintenance communications and transportation systems to provide for the effective transmission of information and movement of material and maintenance personnel. Develops and maintains current procedural check sheets for use during actions. Makes required inputs to the automated data system and retrieves data and/or computer generated products as required. Conducts training of assigned military personnel. May be required to perform the following documentation functions: review, filing, maintenance and disposition of historical documents for assigned equipment. Manages documents for TCTO reports, time change forecast, and mechanized reports. Submits requests for parts or kits for TCTO and time change items to the maintenance supply liaison for processing to Base Supply. Conducts aircraft document reviews. Performs duties to facilitate the control and coordination of the maintenance flight line activity. Performs other duties as assigned.

NOMINATING OFFICIAL: SMSgt Doug Franklin, Supervisory Production Controller Aircraft

WYOMING NATIONAL GUARD HUMAN RESOURCES OFFICE (HRO) POINT OF CONTACT:

TSgt Kent Amott at (307) 772-5134, DSN 388-5134, or E-Mail ngwyjobs@ng.army.mil

Note: Acceptance of a Permanent, Indefinite Excepted service or AGR position will cause termination from Selected Reserve Incentive Program (SRIP) & Military Bonus Programs (Recoupment is dependent on type of bonus individual has).

PRE-EMPLOYMENT INQUIRY: An employment inquiry may be sent by the HRO to those previous employers shown on the application in order to provide reasonable assurance that there is no derogatory or suitability information. The incumbent may be required to pass a physical screening prior to being assigned.

SUBMIT YOUR APPLICATION TO: Human Resources Office
Attn: Technician Staffing
5500 Bishop Boulevard
Cheyenne, WY 82009-3320

INSTRUCTIONS FOR APPLYING: All application materials must be received in HRO no later than 1630 on the indicated closing date. Materials arriving after the closing date will not be considered. Do not submit application materials in binders, file folders, etc.

The Wyoming Military Department is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, color, national origin, sex, political affiliation, or any other non-merit factor.

TECHNICIAN SPECIFIC INSTRUCTIONS

You will be rated on your experience related to the Qualification Requirements section of the vacancy announcement. These minimum experience requirements are essential for successful performance in the position. You must fully justify, on your application, how you meet these requirements.

The application packet will consist of the following: A typed or neatly printed summary of your history. This may be a resume, established form (OF 612), or any other application form you choose.

As a minimum, your packet must include the following information in order to be considered:

- Announcement number and title of the position for which you are applying.
- Your full name, mailing address, and phone number(s) where you can be reached.
- Your military grade, AFSC and unit of assignment.
- Your social security account number and birth date.
- **A narrative of your work (paid or unpaid), training, education, and/or other experiences that may be related to this vacancy.**
- List all pertinent military experiences.
- Describe duties in your own words; do not submit copies of official position descriptions.
- **Credit will be granted only if there is sufficient information in your application to fully substantiate how you satisfy the qualification requirements.**
- If you believe your education will help you qualify for this vacancy, include a copy of your **transcript(s)**. Education substitution credit will not be given without transcripts or certificates of completion.
- Show actual dates for all work experience submitted.

Incomplete applications will not be considered. All application materials will be retained by the Human Resources Office as part of the staffing file. You may submit copies rather than original documents. Veteran's preference does not apply to positions in this agency.

Special notes:

- Acceptance of a permanent or indefinite position will cause termination from the Selected Reserve Incentive Program (SRIP).
- Relocation expenses will not be paid by the government.
- The selectee will be required to participate in Direct Deposit/Electronic Fund Transfer (DD/EFT).
- Use of government envelopes and/or postage for personal use is strictly prohibited.
- The selected applicant must complete a "Declaration of Federal Employment" prior to the appointment date.
- Faxed/mailed applications will not be accepted.

Please feel free to call us at (307) 772-5134, DSN 388-5134, or email ngwyjobs@ng.army.mil for any additional information or clarification that you may need in reference to this procedure.

AGR SPECIFIC INSTRUCTIONS

As a minimum, your packet must include the following in order to be considered:

- Cover Letter and Resume.
- NGB Form 34-1 and continuation paper as needed, form must be signed and dated.
- Report of Individual Personnel (vMPF RIP)

Incomplete applications will not be considered. All application materials will be retained by the Human Resources Office as part of the staffing file. You may submit copies rather than original documents. Veteran's preference does not apply to positions in this agency.

AGR ELIGIBILITY REQUIREMENTS

1. Applicant must be eligible for membership in the Wyoming Air National Guard.
2. Applicant must not have been previously separated "for cause" from active duty or a previous AGR tour.
3. Applicant must be medically qualified under the provisions of AFI 48-123. An induction physical must be conducted not more than 24 months prior to entry on AGR duty. An AF Form 895 must be completed if physical is more than 30 days old. HIV test cannot be more than six (6) months old prior to the tour start date.
4. Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Overgraded applicant must indicate in writing, willingness to be administratively reduced in grade when assigned to the position.
5. **This position requires a minimum score of 47 in the "Mechanical" area of the ASVAB.** Wyoming Air National Guard enlisted members currently serving in AGR status may be selected for a vacant position without an awarded 3-level in the advertised/compatible duty AFSC. An AGR not possessing the ADVERTISED AFSC must agree in writing to retrain and successfully upgrade to the 3-level within 12 months of assignment to the AGR position or be reassigned to a position for which qualified or be removed from AGR status immediately.
6. Tour lengths may be from 1 to 6 years.
7. IAW ANGI 36-101, paragraph 2.1.3.7, applicant should be able to complete 20 years of active federal service prior to MSD. Exceptions may be considered by ANGRC/DP on a case-by-case basis for exceptional circumstances. Approval will be limited to one five-year tour. Extensions will not be considered. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete the Statement of Understanding contained in Attachment 2 of ANGI 36-101.
8. Applicants receiving or eligible to immediately receive a federal retirement annuity or a state annuity for service as National Guard technicians are not eligible for entry on an AGR tour.
9. Members must remain in the position to which initially assigned/reassigned for a minimum of 12 months. (The TAG may waive this requirement after selection.)

Special notes:

- The selectee will be required to participate in Direct Deposit/Electronic Fund Transfer (DD/EFT).
- Use of government envelopes and/or postage for personal use is strictly prohibited.
- Faxed/mailed applications will not be accepted.

Please feel free to call us at (307) 772-5134, DSN 388-5134, or email ngwyjobs@ng.army.mil for any additional information or clarification that you may need in reference to this procedure.

FOR AGENCY USE ONLY:

CPCN – 50016000-29029

FAC – 21B100

Tech Position # 85708834

Mil Position #09671401L